

The **Parks and Recreation Board** met Monday, December 17, 2012, 4:30pm, at Morton Community Center. Present at said meeting were Richard Shockley, Karen Springer, Aimee Jacobsen, John MacDonald, Patrick Flannelly and Attorney, Andy Gutwein. Joe Payne, Pennie Ainsworth, Lee Booth, Chris Foley, Brenda Lorenz, Dan Dunten and Cheryl Kolb represented the department. Also present was City Council President Ann Hunt. Absent from the meeting were Council members Gerald Thomas and Gerry Keen.

Pat convened the Board at 4:36pm (Richard arrived shortly after, and took over)

The first item of the agenda was the approval of the minutes from the November 19, 2012 meeting. Karen motioned to approve the minutes. John seconded the motion, and the motion carried.

Superintendent – Joe reported on the following:

- Noted the Council Report was included in the mailing

Assistant Superintendent – Pennie reported on the following:

- I will be meeting with Herman Neill tomorrow. He is looking at Morton Community Center, Lilly Nature Center and the Council Chambers to provide us with an estimate of costs to do “Looping” which will help those with hearing loss.
- The Board of Works will be approving the City’s ADA Transition Plan tomorrow.
- The IPRA State Conference will be held January 16-18 in Bloomington. Prior to the start, Tom James, Nick Rawles and I will be attending a two-day class for Certified Playground Safety Inspectors. The third day will be the testing date for the certification, which covers a three-year period.
- J.R. Kelly is progressing with the ADA work at the pool.

Parks – Lee reported on the following:

- Trail and Playground Inspections are available
- Have been helping the Street Department to deliver 5,000 recycling totes
- Replacing piece of playground equipment in Happy Hollow Park
- Have made a few repairs around Morton
- Trying to keep ice at the rink

Recreation Report – Chris reported on the following:

- The Ice Rink opened on Friday evening. A sheet of ice had been made previously but the warm weather was too much to keep it. The warm weather allowed some final repairs to the rink. Last Tuesday the staff began to make ice, and by Friday, we were ready to open. The rink was open for all sessions during the weekend. Approximately 100 skaters participated on Friday and Saturday and 138 participated on Sunday. The Ice Rink opened with a new point-of-sale, networked computer, which is connected to the City’s network.
- The rainy weather did cause the cancellation of Skate with Santa Saturday morning. The weather eventually cleared for the public skating sessions.
- The staff has been learning the new WebTrac software and has been working on entering over 330 programs being offered during the Winter/Spring period. The set up

requires more detailed class information input. We hope to have a “soft” opening of the online registration in late January or early February.

- We have 89 children participating in the Grade School basketball program. Games will begin next semester.
- The Winter/Spring brochure will be mailed this week. We will be processing mail-in registrations after the first of the year. Call-in and walk-in registrations will begin on Friday, January 4.
- The first day to reserve a shelter for 2013 is Wednesday, January 2.

Morton Center – Brenda reported on the following:

- I handed out a report with enrollment figures. Our fall enrollment was 1,359 compared to last year's fall enrollment of 1,329, which is an increase of 30 registrations, or 2% increase. For the year, we had an increase in enrollment of 279, or 7.6%. There is a breakdown at the bottom of the report, which shows fall enrollment by category so that you can have a better idea of which areas improved the most. The children's classes had the greatest increase in enrollments for the fall.
- Morton's Saturday caretaker, Douglas Swartz, has resigned his position after being with us for 2 ½ years. He has decided to enjoy his final, upcoming semester at Purdue by being able to sleep in on Saturday mornings. We have hired a new Purdue student to work on Saturdays for us at Morton. Her name is Ronnisha Williams. She is graduating in May, but hopes to be accepted into Graduate School at Purdue.
- Morton will be closed from Saturday, December 22, through Tuesday, January 1. We will reopen on Wednesday, January 2.

Stewardship Manager – Dan reported on the following:

- West Lafayette Tree Fund Committee:
 - Consists of 15 volunteers, Bev Shaw (Development Dept.) and myself
 - Lynn Layden – Chair
- West Lafayette Tree Fund yearly summary:
 - Planted 516 trees along streets
 - Watered over 500 trees and shrubs (hired Freedom Lawns to water 133 trees in University Farm)
 - Pruned 1292 trees along streets
- Value of our volunteers:
 - 930 hours = \$14,000.00
- West Lafayette Tree Fund yearly fund raising effort:
 - Mailed out 800 letters to West Lafayette homeowners
 - Normally about 250 contributors with an average gift amount of \$62.00
 - So far, we have had a 25% return (approx. \$1,200.00)
 - Expecting to receive approx. \$16,000.00)
 - Received 4 grants this year for tree planting

Old Business

LA Gamers Agreement

Pennie noted everyone received a copy of the agreement in which the LA Gamers have requested use of one of our softball fields, asking the board for approval to enter into

agreement. Pennie reported this is the first time of use, it is not an ongoing agreement, and we will evaluate the agreement next year. Pat motioned to approve entering into agreement with LA Gamers as presented. John seconded the motion, and the motion carried.

New Business

Board Meeting Dates

Joe noted Pennie drafted a copy of the 2013 Board Meeting dates. He noted they did not need to be approved at this time, asking that we only need to look at the first two dates, which fall a week later than normal, due to Holidays observed by the City. The board agreed to go with the dates presented.

2013 Part-Time Payroll

Chris requested approval for the 2013 Part-Time Payroll, noting we do this annually and we increased by 2%, the amount the City has given us. Karen motioned to approve the 2013 Part-Time Payroll as presented. Pat seconded the motion, and the motion carried.

Barn Renovation

Joe noted we are trying to get a contract underway, pending approval of the spending plan by the Redevelopment Commission, to renovate the current, temporary, Firehouse # 3 and our maintenance barn, which had significant renovation more than five years ago. Part of the anticipation was that our offices would move there after the new construction of the firehouse. We hope to get the work done this winter so that we can move our offices in the early spring.

Footpath in Happy Hollow Park

Joe reported we have completed a design for improving the Ravine Footpath with a boardwalk system from the intersection of Salisbury and Grant Streets into Happy Hollow Park down to the paved trail. The Construction & Engineering Management team at Purdue has already completed some of the work.

West Lafayette School Board – Karen reported the following:

- The first semester ends this Friday, December 21. High school finals are Wednesday through Friday.
- Board member, Kathy Anderson, attended her last meeting December 5. Thomas Schott will replace her starting with the January 9, 2013 meeting.

Wabash River

- Richard reported there was a half-day retreat held at the Lilly Nature Center.
- Andy reported the meeting focused on the future of the Enhancement Corporation and the future direction. They prioritized some project areas and brainstormed for some funding sources.

Other

Pay Claims

Pat motioned for claims to be paid. John seconded the motion, and the motion carried.

Adjourn

Pat motioned to adjourn the meeting. Karen seconded the motion, and the meeting adjourned at 4:53pm.

Presiding Officer

Secretary